



**Town of Hilton Head Island
COMMUNITY SERVICES &
PUBLIC SAFETY COMMITTEE
Monday, August 7, 2023, 10:00 a.m.
MINUTES**

Present from Committee: Tamara Becker, *Chair*; Steve Alfred, Alex Brown, Patsy Brison, *Committee Members*

Present from Town Council: David Ames

Present from Town Staff: Josh Gruber, *Deputy Town Manager*; Kimberly Gammon, *Town Clerk*

1. Call to Order

Chair Becker called the meeting to order at 10:01 a.m.

2. FOIA Compliance

Mrs. Gammon confirmed compliance with the SC Freedom of Information Act.

3. Adoption of the Agenda

Mr. Alfred moved to approve. Ms. Brison seconded. Motion carried 4-0.

4. Approval of the Minutes

a. Regular Meeting Minutes of June 12, 2023

Ms. Brison moved to approve. Mr. Alfred seconded. Motion carried 4-0.

5. Appearance by Citizens

None

6. New Business

a. Discussion and Presentation of the Broad Creek Public Service District-Ryan Fugate, Operations Manager Broad Creek Public Service District

Mr. Fugate was unable to attend.

b. Discussion of a Proposed Ordinance 2023-17 Amending Title 12 of the Municipal Code of the Town of Hilton Head Island, Motor Vehicles and Traffic Control, to Revise Regulations Related to Beach Parking

Josh Gruber stated the goal is to bring forward information requested by the Committee, organize the information with anticipation of moving a proposed ordinance to Town Council. Mr. Gruber stated Bryan McIlwee and Mack Deford would be addressing the Committee,

Bryan McIlwee updated the Committee regarding capital improvement installed with PCI. He stated parking space sensors have been installed at all the beach parks that are going to have paid parking and license plate readers which will scan the license plate and will serve as a pass to move forward and park. He added that gates have been installed with gate arms to be installed after the ordinance is approved. He informed the Committee there is an issue with the solar power due to trees blocking the signals, so they are looking at hardwiring electricity to those services. Mr. McIlwee reported they are preparing to install residential parking signs at Driesen Beach Park and signs are ready to be installed for paid parking which will be done once the ordinance is approved. He explained there will be a parking app that will show where parking spaces are available throughout the Island.

Matt Trular, General Manager of PCI Municipal Services reviewed the process for parking at Islanders Beach. He noted that as the beachgoers enter Islanders Beach, a scanner or a phone is utilized to scan license plates. They can pull up right away if they have a permit and if they don't, they are directed to the meters and if the meters are full, they are redirected with suggestions.

Discussion was held regarding the specifics of the program. Concluding discussion, additional data was requested regarding the number of cars, number of people, beachgoer survey results, and flyover statistics with anticipation the item will be rescheduled for the September CSPSC meeting.

Mac Deford reviewed the proposed ordinance noting the purpose of the ordinance is to establish a general policy framework for Beach Parking Management to allow for the parking Technology Solutions to find where the paid parking areas will be established, establish parking policies, rates, times, locations, etc. and finally, granting authority for the Town Manager or his designee to oversee enforcement and administration of the ordinance. Mr. Deford proceeded to review each section that would be included in the draft ordinance. He noted that fees and rates for parking would be established by Town Council via resolution and resident beach pass holders would not be subject to the them because they have a beach pass. Mr. Deford went on to conduct a presentation regarding all sections of the draft ordinance.

Committee members made comments and asked questions regarding the following: daily in addition to hourly rates; exemptions for Town events; a suggestion of waiving the annual fee for residents if profits can cover the cost of those rates; inquiry into whether the resident pass cover special events; concern for residents and visitors alike to enjoy the events held at the various parks; the ability to set hours of operation and the need for data collected to assist with determining hours; special event permitting allowing for altered times of operation; the need to make sure expectations and operations meet the needs of events; concern with including the maps with this ordinance due to inaccurate information and the need to reflect parking areas only; a suggestion to not include maps but have the area described within the ordinance; the need to include the proposed and current rates referenced on the same page going forward while under consideration; clarification that by having a draft ordinance the Committee can narrow down decisions regarding paid and unpaid parking and locations of such; suggestion that in the violation penalty phase there is no need to go to the fourth penalty level; clarification that towing fees will be set and the towing company cannot increase the fee structure; clarification of a storage fee and the

timeline of such; a suggestion the schedule of fees be provided to Council for reference purposes; the need to clarify hours of operation and dates they are implemented; a suggestion that the ordinance and resolution need to be combined; the need for the data from PCI to make decisions regarding hours of operation; the need to clarify hours of operation for permitted and non-permitted events; inquiry into how the parking fee structure will change with park use; inquiry as to cost of program from PCI; review of the schedule from PCI and inquiry as to the increase in cost as hours are increased; and confirmation the timeline for implementation of the program is updated for the public.

Concluding discussion, additional data was requested regarding the number of cars, number of people, beachgoer survey results, and flyover statistics with anticipation the item will be rescheduled for the September CSPSC meeting.

c. Discussion of Appointment of a Town of Hilton Head Island Representative on the Military Enhancement Committee of Beaufort County

Mr. Gruber reviewed the letter received from Mr. Scott of the Beaufort Regional Chamber of Commerce explaining the Military Enhancement Committee is an auxiliary committee of the Beaufort Regional Chamber of Commerce. He reviewed the mission and membership of the committee.

Concluding discussion, additional information including by-laws; how other communities select their appointment to the Committee; and copies of meeting minutes were requested by the Committee with anticipation this item will be rescheduled for the September CSPSC meeting.

d. Discussion of Appointment of a Town of Hilton Head Island Representative on the Beaufort County Sales Tax Advisory Committee

Mr. Gruber referenced Beaufort County's Resolution 2023/22 where they created a Sales Tax Commission pursuant to the required stated in S.C. Code Section 4-10—320. He explained that Beaufort County Council Chair Joseph Passiment sent a letter to the Town of Hilton Head Island requesting the Town identify an appointee to the Sales Tax Advisory Committee by the middle of August. Mr. Gruber stated it is anticipated the Advisory Committee will consist of six members of which three members will be appointed Beaufort County Council to represent the unincorporated areas and one member from Hilton Head Island, one member from the Town of Bluffton and one member from the City of Beaufort/Town of Port Royal areas. He added the County has requested to current election officials and no staff members be designated to serve in any of these appointed positions.

The Committee asked questions and made comments regarding the following: the make-up of the Sales Tax Advisory Committee membership and how it was determined; the need for more than one member representing Hilton Head Island on the committee; concern over the timing of the request; inquiry as to how the County can appoint the committee members when it is their referendum; concern regarding the fine line between education of a referendum and advocacy of such; a suggestion the item be discussed in Executive Session of the full Town Council before proceeding; and concern regarding confirmation being seen as endorsement.

After discussion, it was the consensus of the Committee to move the request to a future Town Council agenda as an Executive Session item for the purpose of discussion with the Town Attorney.

7. Executive Session

a. Discussion of Personnel Matters [pursuant to the South Carolina Freedom of Information Act Section 30-4-70(a)(1)] Related to:

1. Town Council Appointments to Town Boards and Commissions

- i. Board of Zoning Appeals
- ii. Parks and Recreation Commission

Councilmember Alfred moved to go into executive session at 11:39 a.m. to discuss personnel matters [pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a) (1) related to appointments to the Town Boards, Commissions, and Committees.] Councilmember Brison seconded. Motion carried 4-0

Councilmember Brison moved to come out of executive session at 12:16 PM. Councilmember Alfred seconded. Motion carried 4-0

8. Action from Executive Session

Chair Becker stated there was no action to be taken as a result of Executive Session

9. Adjournment

The meeting adjourned at 12:17 p.m.

APPROVED: September 18, 2023